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*cc: EAG*

ODP 4348-77  
20 December 1977

MEMORANDUM FOR: Acting Deputy Director of Central Intelligence

FROM : Clifford D. May, Jr.  
Director of Data Processing

SUBJECT : EAG Review of Use of Central ADP Services

1. The purpose of this note is to give you a better idea of what we plan for the ADP review by the EAG.

2. This afternoon we will have the first of a series of EAG meetings to review the use of the Agency's central ADP services. During the first meeting I will present an evaluation of the total impact of all known requirements (major projects) on the central ADP resources which will be available in FY-78. I will identify the major projects (there are 21 of them), tell you what the costs are to support them, tell you what growth rate is expected for these projects and, finally, tell you how much of our reserve capacity will be consumed by these projects in FY-78. I will then project these requirements into the future to give you an idea of when we might have to buy another large computer. During the month of January six additional meetings will be scheduled for the EAG to review justification for these 21 projects. During these meetings the responsible customer office directors will brief the EAG on each of these 21 projects, why they are needed and what the impact would be if they were reduced in scope. Decision sheets will be handed out to the EAG for each project so that the EAG can indicate its recommendations for each project (approval, reduction or termination).

3. As you can see this once-a-year EAG review will consume a considerable amount of EAG time. This is necessary if the senior Agency management is going to play an effective role in knowing and determining how the Agency ADP dollars will be spent. I think we all agree that this senior management involvement is desirable to improve our ADP management and to satisfy Congressional criticism.

4. In your introduction of this subject in the EAG this afternoon, I would appreciate any comments which would support the need for this review by senior Agency management and which would encourage the patience and participation by EAG members. I would also like to encourage constructive suggestions on the procedures and content of the review so we can do a better job next time.

STATINTL

  
Clifford D. May, Jr.

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